



Topsfield Finance Committee  
Minutes to the Meetings  
March 17, 2014

I. **Call to Order:** Mark Lyons, Chairman, called the meeting to order at 7:04 pm. Heidi Bond, Paul Dierze, Karen Dow, and Dan Shugrue, were all in attendance. The following members of the Topsfield Elementary School Committee were also present: Sue Archer, Chair, Rosemarie Lucey & Gordie Spater. The following Board of Selectman were present: Ken Vogel, Chair, Dick Gandt & Eldon Goodhue. Steve Lais was also in attendance, a former Finance Committee member. Kim Sherwood was also in attendance. Dana Warren was not present.

II. **Minutes:** A motion was made by Karen Dow to approve the amended minutes from March 10, 2014. Paul Dierze seconded the motion, voted in favor 6-0.

III. **Budget Model Review:** The Finance Committee did receive the Masconomet Assessment, which was reduced by approximately \$44,000.

Based on currently available information, the Model stands with a deficit of approximately \$425,000.

IV. **Department Budget Review and Approval:** Chairman Lyons stated that the Committee reserves the right to supersede or modify the following budget approvals by future vote.

Karen Dow made a motion to approve specific Article III Department base request budgets as detailed on the attached Finance Committee FY2015 Budget Approval Tracking Sheet, which is incorporated herein by reference, excepting the Elementary Schools, seconded by Jon Guido, voted in favor 6-0.

The Finance Committee reviewed Town Meeting Article III department budgets that were submitted over the Finance Committee Guidelines or that requested items on their Attachment

Karen Dow recommended positive action on the Treasurer/Collector FY2015 Essential Unfunded budget, seconded by Paul Dierze. Voted in favor 6-0. Discussion focused on storage bins for \$1,040, bank charges for \$1,000 & increase in postage (4 tax bills) for \$8,301.

Karen Dow recommended positive action on the Town Hall FY2015 Essential Unfunded budget, seconded by Heidi Bond. Voted in favor 6-0.

Karen Dow recommended positive action on the Town Clerk FY2015 Essential Unfunded budget, seconded by Jon Guido. Voted in favor 6-0. Discussion focused on the 2 extra elections next year.

Paul Dierze recommended no action on the Planning Board FY2015 Essential Unfunded budget, seconded by Karen Dow. Voted in favor 6-0. He will look further into information related to the storm water coordinator.

Heidi Bond recommended positive action on the Police FY2015 Essential Unfunded budget, seconded by Paul Dierze. Voted in favor 6-0. Discussion focused on wages.

Heidi Bond recommended positive action on the Fire FY2015 Essential Unfunded budget, seconded by Karen Dow. Voted in favor 6-0. Discussion focused on 4 sets of turnout gear needed for safety.

Paul Dierze recommended positive action on the Inspectional Services FY2015 Essential Unfunded budget, seconded by Karen Dow. Voted in favor 6-0. Discussion focused on wages.

**V. Warrant Article Recommendations:** The Finance Committee was not yet provided with an updated draft of the Town Meeting Warrants adequate to allow consideration and action by the Committee.

**VI. Upcoming Meeting Schedule:** The Committee will be meeting on March 24<sup>th</sup> & March 31<sup>st</sup>, 2014 at 7:00 PM in the Proctor School Teacher's Lounge.

**VII. Adjourn:** A motion was made by Karen Dow to adjourn at 8:13 p.m., seconded by Paul Dierze, voted in favor 6-0.

Respectfully submitted,  
Meagan Q. Ginley

Attachments:  
Budget Approval Tracking Sheet  
FY15 Model Change - Tracking Worksheet